

ALTON BOARD OF SELECTMEN
Meeting Minutes
March 4, 2009
(rescheduled from March 2nd)
Public Session I
ALTON TOWN HALL

Convene - At 7:00pm, Chairman McMahon convened the meeting of the Board of Selectmen those present included the following members of the Board and staff:

Stephan McMahon, Chairman
Peter Bolster, Selectman
R. Loring Carr, Selectman
E. Russell Bailey, Town Administrator

The Chairman led the assembly in the Pledge of Allegiance to the Flag and a Moment of Silence.

Approval of the Agenda – The Board made amendments to the agenda, and added New Business items as follows:

- #8 - Committee Guidelines
- #9 - Vote to award bid for culvert replacement – Cook Road
- #10 - Vote to approve CPAP Grant – Fire Department

And to table #6 in New Business and to table #3 in Old Business. S. McMahon motioned to approve the agenda as amended, seconded by L. Carr and passed with all in favor.

Chairman's Address to New Member - S. McMahon acknowledged the appointment of Loring Carr as a new Selectmen, for a term to expire in 2010.

Appointment – The Board met with Timothy Morgan and Deanna O'Shaunessey, owners of Sunny Slope Farm (aka Chamberlain Farm). T. Morgan explained the purpose of the meeting was to discuss the historic barn abatement easement as previously granted and the proposed water bottling business to be located in a garage under their barn. He stated the business would not interfere with the conditions of the easement. After a lengthy discussion that included preservation of the barn, extent of the bottling business and how it will be taxed, change of use and legal issues concerning the discretionary easement, and reviewing recommendations of the Town Assessor, Loring Carr motioned to approve the change of use request with conditions that the business would operate in the barn's basement and based on the Town Assessor's recommendation, that an addendum as written by the Town Assessor be included in the agreement to insure that the business be assessed for its commercial value as should be appropriate for a business operation.

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The motion was seconded by P. Bolster, and passed on a vote of 2-1 (SM) R. Bailey advised he would meet with the Town Assessor to write up a new agreement. The Board was in agreement that the preservation easement will remain in place and the integrity of the barn would not be compromised.

L. Carr also suggested the Selectmen have guidelines in the future in the event this type of situation should come before them again.

Board of Health – A motion was made by S. McMahon to recess as Board of Selectmen and convene as Board of Health seconded by P. Bolster and passed with all in favor. The Board met with Tom Varney, P.E. and reviewed the septic waiver as designed for the Brandt Property on Mt. Major Highway. Following a review of the plan, and the recommendations of the Health Officer, S. McMahon motioned to grant the waiver, conditional upon state approval, seconded by P. Bolster and passed with all in favor.

P. Bolster motioned to adjourn as Board of Health and to reconvene as Board of Selectmen, seconded by S. McMahon and passed with all in favor.

Selectmen's Committee Reports

P. Bolster reported that the Downtown Revitalization Committee is still reviewing the process of moving the Loon Cove Station, the contract has been signed and cribbing will be in place soon. R. Bailey advised he has scheduled a meeting with all the utilities involved. P. Bolster advised more veteran's plaques are available for purchase to be placed at the flagpole memorial. He stated he had met with DES personnel regarding dredging at the beach, a one month extension has been granted on the permit

S. McMahon had no report at this time.

Town Administrator Report

1. R. Bailey explained that Lakes Region Planning Commission is requesting support from the Board regarding Route 11 upgrades and improvements in the 10-year highway plan and by-pass. P. Bolster motioned for the Town Administrator to be in contact with LRPC that the Board will support the efforts of LRPC concerning the 10-year highway plan, seconded by L. Carr and passed with all in favor. P. Bolster advised the NH DOT will do shim coating on 28S this year.
2. R. Bailey advised that Scott Simonds has recommended moving the Swap Shop from its present location to a safer site and within close proximity of the SWC Office. S. McMahon moved in favor of relocating the Swap shop to the area as recommended, seconded by L. Carr and passed with all in favor.

3. R. Bailey stated that the FEMA request had been filed, the Town should receive approximately \$35,000 as a result of the ice storm. He has not heard from the State about their share. Future consideration will be given about the care of animals & pets during emergencies.

Public Input 1

Ray Carbone from The Laconia Sun asked a question concerning police department personnel, He was advised that no personnel issues would be discussed.

P. Bolster clarified that with reference to a town beach at the Brook & Bridle property, the Board of Selectmen has never had a meeting or workshop with regards to this property.

Approval of Minutes

It was agreed to table a vote on the minutes of February 2, 2009 and the minutes of February 10, 2009 until the next meeting of the Board.

Old Business

1. Town Report Status – R. Bailey advised the Annual Report will be available to the public by Friday and should be on the web-site shortly.
2. Engineering Agreement – Hazardous Mitigation Grant – R. Bailey noted this agreement has to be signed reference a grant from FEMA for Alton Shores Road for engineering services, not to exceed \$35,000. L. Carr motioned to accept the engineering grant not to exceed \$35,000, and authorized the Town Administrator to sign the agreement, seconded by P. Bolster and passed with all in favor.

New Business

1. Hawkers and Vendors Request – The Board reviewed the application of White Mountain Kettle Corn - Following a discussion, S. McMahon motioned to approve the application for the 2009 sales dates as requested and they will be located in Spaces I and 2 at the Bay, seconded by P. Bolster and passed with all in favor. L. Carr asked about the amount of insurance. R. Bailey advised he will check into this matter.

2. Prospect View Housing/Payment in Lieu of Taxes – The Board reviewed the Agreement as submitted. P. Bolster motioned to approve the Agreement noting that the payment will be \$4,231.80, seconded by L. Carr and passed with all in favor.
3. Vote to Approve Land Use Items as recommended by the Town Assessor – In their review it was noted that some loggers are held up waiting for approval and signatures on the Notice of Intent forms as well as other land use items that are time sensitive. R. Bailey advised the Town Assessor has asked the Board's consideration on this issue and his request will be presented on the next agenda. S. McMahon motioned to approve the recommendations of the Town Assessor and to sign the items accordingly, seconded by P. Bolster and passed with all in favor. P. Bolster noted the HB to grant tax abatements for all veterans, had failed.
4. Pole Petitions/NH Electric Co-Op – S. McMahon noted the Pole Petitions (2) were for Spring Street and Africa Road. P. Bolster motioned to approve the petitions as submitted, seconded by S. McMahon and passed with all in favor.
5. Warrant – Bond Information – R. Bailey noted in reference to this Bond and renovations, an Open House has been advertised for the Senior Center, Central Fire Station and the Police Department scheduled for Sunday, March 8, 2009. The Board reviewed write ups and asked that the Senior Center be amended to include an addition to para. #3, *"these improvements would upgrade the bathroom facilities and the HVAC system"*. Also to provide more specific information on the need for renovations at the Town Hall. R. Bailey advised this would be done and he has made arrangements for Open House notices and packets to be distributed at various locations within the Town and also the event would be published in the local papers. S. McMahon advised he would help distribute materials.

S. McMahon noted that Claire Fitzgerald, the former director of the Senior Center had recently moved out of Town and that she would be missed, he also advised C. Fitzgerald had served as a volunteer on the Levey Park Trustees for many years. He commended Mrs. Fitzgerald for her services to the Town.

6. Committee Guidelines – The Board discussed providing guidelines to committee members especially when a committee is newly formed. And that it might be a good idea for the Selectmen and committees to meet once a year to discuss any concerns, even if they are statutory committees. Goals and Objectives can be established. It was noted in terms of submitting minutes of meetings to the

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Town Clerk and conducting meetings in Town buildings, these issues have been resolved. Also noted was that actions of Committees need approval of the governing body.

7. Award Bid/Cook Road Culvert - S. McMahon motioned to award the Cook Road Culvert Bid to North Hampton Excavating as recommended by the Highway Agent in the amount of \$54,971 and to work with CMA Engineering accordingly, seconded by L. Carr and passed with all in favor.
8. CPAP Grant/Ambulance Equipment – R. Bailey noted this item is worth approximately \$6000 for a grant starter kit with oxygen equipment for the ambulance, this grant is at not cost to the Town but requires a cover letter that the Selectmen approve the request and that it be properly maintained including supplies. Following a discussion that included as to what the cost of maintenance would be, P. Bolster motioned to approve signing the cover letter, that this would be an upgrade to benefit Alton citizens, this approval is conditional until the Town Administrator obtains the maintenance cost and to bring this matter forward to the next agenda if the costs are not acceptable, seconded by S. McMahon and passed with all in favor.

Public Input II

None

Non-Public Session – S. McMahon motioned to enter into Non-Public Session pursuant to RSA91-A;3 (a) (c) and (e), the motion was seconded and the Chairman polled the members who each voted in the affirmative and the motion passed.

Respectfully submitted,

Patricia A. Rockwood, Secretary

Minutes Approved: **March 16, 2008**